

**GEORGIA ENVIRONMENTAL FINANCE AUTHORITY
JOB POSTING**

POSTING DATE: May 31, 2023
POSTING TITLE: Project Manager
SALARY RANGE: Commensurate with experience

CLOSING DATE: June 10, 2023
LOCATION: Atlanta

HIGHLIGHTS:

We value our employees:

- We offer work/life balance work schedules.
- We offer career ladder promotion(s) and professional development opportunities.
- We offer good benefits including 15 days each of annual and sick leave.

GENERAL DESCRIPTION:

Georgia Environmental Finance Authority (GEFA) is seeking an individual with initiative and critical problem-solving skills to join us as a Project Manager in the Water Resources Division.

In this role, the individual will be responsible for the day-to-day management of the Water Resources Division programs. The potential candidate will manage projects funded by GEFA's Clean Water State Revolving Loan Fund (CWSRF), the Drinking Water State Revolving Loan Fund (DWSRF), and the Georgia Fund programs. This includes managing projects from loan application intake to managing and monitoring the construction projects. These projects are improving drinking water, water quality, energy efficiency and renewable energy, and solid waste infrastructure across the state. The individual will provide assistance to potential and current clients and respond to customer needs and concerns. In general, he/she will perform or oversee the performance of duties in the areas of customer interaction and service, program management, contracting, monitoring for program compliance, file and record management, budget, finance, operations, and coordination with other agencies and programs. Travel is required to perform program compliance monitoring at construction sites.

This individual will provide close support for potential and current funding recipients at all levels. This individual will represent the interests of the GEFA in programmatic related communications with management staff of state and local governmental entities and other stakeholders. This individual will effectively coordinate with the Environmental Protection Agency (EPA) and Environmental Protection Division (EPD), support other GEFA personnel, and complete various tasks within the Water Resources Division and GEFA overall.

Minimum Qualifications (Position Specific)

Completion of an undergraduate degree from an accredited four-year college or university "OR" Associate Degree and two years of experience in the management of the project support activities for a business or government activity.

Note: Related experience may be substituted for education on a year for year basis.

Preferred Qualifications (Position Specific)

Preference will be given to applicants who, in addition to the minimum qualifications, possess one or more of the following:

- Engineering, environmental science, construction management, business, or finance related undergraduate degree.
- Two years of experience in engineering or construction project management.

Note: GEFA reserves the right to hire at a higher-level position based on candidate qualifications.

INSTRUCTIONS TO APPLY FOR THIS POSITION

Send résumé to: jobposting@gefa.ga.gov

Please Note: All qualified, prospective candidates will be considered, but may not necessarily receive an interview. Due to the large volume of resumes received in this office, we are unable to provide information on your resume

status over the telephone. No notifications will be sent to prospective candidates except those who are selected for interviews. HR reserves the right to amend the recruitment dates on any job postings if we receive an overwhelming amount of resumes.

THIS POSITION IS OPEN TO ALL QUALIFIED APPLICANTS

An Equal Opportunity Employer

This agency does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment.